

## R O U T I N G   A N D   R E C O R D   S H E E T

Subject: Secretarial Promotion ExceptionsFrom: R. E. Hineman  
DDS&T  
6E60 HqsDDS&T-1196-88  
28 December 1988

\* Date \*

To: (Officer designation)

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Comments:

1. DDA, Mr. Huffstutler  
7D24 Headquarters

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DDS&T-1196-88

28 December 1988

MEMORANDUM FOR: Deputy Director for Administration

FROM: R. E. Hineman  
Deputy Director for Science and Technology

SUBJECT: Attendees at President-Elect's Luncheon

*Rae*

1. I would like to recommend three Directorate of Science and Technology mid-level officers to participate in the Headquarters buffet luncheon for President-Elect Bush and his party on Friday, 30 December. All three are outstanding, young Agency officers with bright careers ahead of them. Brief biographic information on each officer is attached.

2. While all three would represent the Directorate and Agency well, I would like to put them in the following priority order should all three not be able to be accomodated.

--  (GS-14), Foreign Broadcast Information Service

--  (GS-13), Office of Development and Engineering

--  GS-14), Office of Research and Development

3. Please let me know if you need any further information.

R. E. Hineman

Attachments:  
As Stated

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